

**VILLAGE OF LIMA
ORGANIZATIONAL MEETING
April 6th, 2026**

The Organizational Meeting the Village of Lima was called to order at
7pm on Monday, April 6th, 2026.
Notification of said meeting was published in the Mendon-Honeoye Falls-Lima Sentinel.

Mayor Skiptunas administered the Oath of Office to Daniel Marcellus, Brian Smith and Joshua Petraitis for the position of Village Trustee.

Motion was made by Trustee Smith and seconded by Trustee Marcellus to make the following appointments:

Clerk/Treasurer	Elissa Sackett
Deputy Clerk	Vacant
Records Retention Officer	Elissa Sackett
Deputy Records Retention Officer	Vacant
Superintendent	Ben Luft
Fire Janitor	Kleaning by Kat
Village Attorney	Matthew Lenahan
Building Inspector	Charlie Floeser
Official Banks	Five-Star Bank, NYCLASS
Official Paper	Sentinel
Official Meeting	2 nd Tuesday at 7pm
Village Historian	Karen Fritz
Village Engineer	MRB Group

COMMITTEES (TRUSTEE LIAISONS)

****Mayor is a Member of all Committees****

Livingston Co. Youth Board and HFL Summer Rec	Joshua Petraitis & Ben Dodzweit
Water & Sewer Planning and Construction	Brian Smith
DPW Liaison	Daniel Marcellus
Law and Order	Daniel Marcellus
Golden Agers	Daniel Marcellus & Brian Smith
Planning Board	Brian Smith & Ben Dodzweit
Zoning Board of Appeals	Brian Smith & Ben Dodzweit
Fire Department Liaison	Brian Smith & Joshua Petraitis
Ambulance Liaison	Daniel Marcellus
Grant Coordinator	Brian Smith & Joshua Petraitis
Crossroads Council Liaison	Daniel Marcellus & Brian Smith
Downtown Revitalization	Daniel Marcellus
Historic Preservation	Daniel Marcellus & Brian Smith
News & PR	Daniel Marcellus
Village Office Liaison	Daniel Marcellus
Senior Citizen/Community Outreach Liaison	Daniel Marcellus & Brian Smith
Building Inspector/CEO Liaison	Brian Smith
Park Commission	Brian Smith & Joshua Petraitis
Be Well in Lima	Brian Smith
Shade Tree	Daniel Marcellus & Ben Dodzweit
Village Webmaster	Daniel Marcellus
Volunteer Coordinator	Brian Smith
Town Liaison	Daniel Marcellus
IT Security Liaison	Daniel Marcellus & Brian Smith

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PLANNING BOARD MEMBERS

Matthew Grant	(V)	2026	Larry Kramer	(T)	2026
Elaine Walker	(V)	2030	Wayne Childs	(T)	2026
Andrew Britton	(V)	2028	Jacob Button	(T)	2024
Sharon Knight		Secretary	Chris Harvey	(T)	2026

ZONING BOARD OF APPEALS

Cindy DePuy	(V)	2026	James VanDick	(T)	2026
Andy Swan	(V)	2026	Kenneth Gray	(T)	2027
Duane Fuller	(V)	2026	Andy Matthews	(T)	2028
John Bailey	(V)	2029	Sharon Knight		Secretary

VILLAGE BOARD

Mayor:	John Skiptunas	2028
Deputy Mayor:	Brian Smith	2028
Trustees:	Benjamin Dodzweit	2028
	Joshua Petraitis	2029
	Daniel Marcellus	2029

VILLAGE EMPLOYEES

Superintendent:	Ben Luft	Clerk/Treasurer:	Elissa Sackett
WWTP Operator:	David Kirkwood	Deputy Clerk:	Vacant
Laborers:	Terry Dettman		
	Aaron Grant		
	Aiden Kelly		

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**Board Members Payment Schedule
Employees Payment Schedule
Hours per week for Employees**

**Quarterly – 1st Payroll of Quarter
Bi-Weekly
Labor, Hourly**

Village Office Hours:

Monday	8:30-4:00
Tuesday	8:30-4:00
Wednesday	8:30-4:00
Thursday	12:00 – 5:00
Friday	8:30 – 12:00

DPW Crew:

Monday – Thursday :	6:30 – 4:00 ½ hour unpaid lunch
Friday:	6:30 – 10:30

Vacation Time:	<u>Years of Service</u>	<u>Paid Vacation</u>
	1	5 days
	2	10 days
	3	11 days
	4	12 days
	5	13 days
	6	14 days
	7-12	15 days
	12+	20 days

Personal/Sick: Five (5) days per year after one year; up to forty-five (45) days may be accumulated but shall be forfeited if employee leaves employment.

Overtime Calculation: Overtime compensation will be paid on actual hours worked over eighty (80) hours in a two-week period at the rate of time and one-half and time and one-half shall be paid on hours worked on holidays or vacation days. Work week shall begin on Monday and end on Sunday. Compensatory time to be credited to salaried personnel.

Holidays 2026: June 19, July 3 (Independence Day observed), September 7, October 12, November 11, November 26 & 27, December 24 & 25

Holidays 2027: January 1, January 18, February 15, March 26 (crew only), May 31

Procedure for Calling Special Meeting: Emergency meeting – phone call, planned meeting published. Follow NYS open meetings rules.

Bereavement Time: Death in immediate family (mother, father, daughter, son, mother-in-law, father-in-law, husband, wife sister or brother) time – 3 days, uncle, aunt, or grandparents – time 1 day.

Petty Cash Fund: \$150.00

Mileage Reimbursement: Mileage rate per IRS is \$0.70 per mile.

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The Village of Lima Board of Trustees will meet the 2nd Tuesday of every month at 7pm at the Lima Town Hall, 7329 East Main St, Lima, NY 14485. Special meetings will be posted in the Sentinel.

Meeting Dates are as Follows:

June 9, 2026
July 14, 2026
August 11, 2026
September 8, 2026
October 13, 2026
November 10, 2026
December 8, 2026
January 12, 2027
February 9, 2027
March 9, 2027
April 5th, 2027 *
April 13, 2027
May 11, 2027

*Organizational Meeting

Upon Motion, vote was held the following:

John Skiptunas, Mayor	- Aye
Brian Smith, Trustee	- Aye
Joshua Petraitis, Trustee	- Aye
Ben Dodzweit, Trustee	- Absent
Daniel Marcellus, Trustee	- Aye

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HISTORIC PRESERVATION COMMITTEE

Frank Gotcsik (Chair)
Robin Hargrave

Don Brown (Consultant)

LIMA GOLDEN AGE CLUB

Laurie Arner, President
Jim Murphy, Vice President
Joan Reilly, Secretary
Shirley Murphy, Treasurer

Doris Milton, Past Officer
Marje Sackett, Board Member
Marilyn Stuart, Board Member

CROSSROADS COUNCIL

P.O.BOX 355, LIMA NY 14485
(NO TERMS ASSIGNED)

Mike Falk, President
Jim Shelly, VP Entertainment
Dan Marcellus, Secretary

Brian Smith, VP Community Outreach
Leta Button, Treasurer